



# CITY OF KINGSLAND, GEORGIA

## CITY COUNCIL

AGENDA • MAY 9, 2016

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Regular Meeting

City Council Chamber

6:00 PM

107 South Lee Street - City Hall, Kingsland, GA 31548

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### I. CALL TO ORDER AND WELCOME GUESTS

### II. INVOCATION AND PLEDGE TO THE FLAG

### III. ROLL CALL

Kenneth E Smith Sr  
Charles Grayson Day Jr  
James Ham  
Jim McClain  
Richard A. Winters

Mayor  
Mayor Pro Tem  
City Councilman  
City Councilman  
City Councilman

### IV. CONSENT DOCKET

- A. Approve the Council Minutes of the last regular Council Meeting
- B. Approve the Agenda as Presented
- C. Approve the Payments of Accounts Payable as Due and Funds Available

### V. GRANTING AUDIENCE TO THE PUBLIC

### VI. OLD BUSINESS

### VII. PLANNING AND ZONING

- 1. APPLICATION FOR HOME OCCUPATION – Charlene Finley Causey -

**Charlene Finley Causey**, 111 Brandy Lane is requesting a Home Occupation Permit for “Comin’ Up Roses Yard Care”. Zoning is R-5. Applicant established her business in Charlton County 10 years ago but then worked for Stateline Nursery until they closed the nursery operation. All tools are in a carried covered trailer. Planning Commission Recommends Approval.

- 2. APPLICATION FOR HOME OCCUPATION – Laura Ramsey -

**Laura Ramsey**, 104 Loblolly Ct is requesting a Home Occupation Permit for “Creative Designs by Laura”. Zoning is R-1. Applicant crafts home decor and tee shirts. She expects two or three FedEx/UPS deliveries of materials a week. Planning Commission Recommends Approval.

3. APPLICATION FOR SPECIAL USE – Chris Kolgaklis -

**Chris Kolgaklis** is requesting a special use permit for an office/finance operation offering loans on automobiles at 2518 Scrubby Bluff Road. Zoning is C-4. Mr. Kessler read the requirements for a special use in the C-4 zone. The proposed title pawn service will be an office only. There will be no retail sales. Repossessed autos will be stored at the towing company. This is the site of the former Jack's BBQ. James Thomason spoke of continuing problems with businesses on that site using Carlton Cemetery Road which is private. Mr. Kolgaklis promised to build a fence along that property line. Planning Commission Recommends Approval.

4. APPLICATION FOR SPECIAL USE – Raed a Abuirmaileh -

**Raed A Abuirmaileh**, 1495 South 50<sup>th</sup> St is requesting a special use permit for “Avatar Ga, LLC”, an auto dismantling and auto export business classified as a junk yard by the zoning ordinance. Zoning is I-G. Mr. Kessler read the requirements for a special junk yard use in the I-G zone. Applicant received a business license as a used parts dealer and was subsequently discovered to be dismantling autos for the parts. Mr. Abuirmaileh stated he would be exporting about one container of parts a month. It takes ten to twelve cars to get the parts for one container. He has no employees. He would be operating between 9 AM and 8 PM. Mr. Fullilove expressed concern about the amount of space needed for the storage of the cars, the container, and a forklift which would have to be inside to meet the intent of the ordinance. Outside operation does not meet the letter or intent of the ordinance at this location. Mr. Shepard asked about ventilation. There is adequate. He will use a saw not a torch to cut the vehicles. He has checked with Advance Auto and they have no complaints. Mr. John Allen owns 140 acres that abuts the site on two sides. Mr. Allen sent a letter in opposition. He has spent considerable time and money to develop Kingsland Business Park including GRAD certification and feels those efforts are nearing luring an industrial location. He stated that the building is once again being maintained, but its use as a junk yard presents the wrong image for what he is trying to bring in. He stated that the JDA Director also had concerns. Mr. Fullilove reiterated that he felt the site was too small. Mr. Brewer was concerned about the effect on existing and potential business. The applicant had contacted Mr. Allen earlier about acquiring additional land and was rejected. Planning Commission Recommends Denial of this application.

5. PRELIMINARY PLAT – David Boland (Pavco) -

**David Boland (Pavco)** requests approval of a preliminary plat consisting of 9 lots on 13.3 acres for tax parcel 107-017C on State Hwy 40 in the a C-2 zone. The applicant has DOT approval for the two access points on HWY 40 pending City approval of the subdivision plat. Planning Commission Recommends Approval.

**VIII. NEW BUSINESS**

1. Joint Proclamation: Recognizing Armed Forces Day, on Super Saturday May 21St. -
2. Joint Proclamation: Kids to Park Day -
3. Proclamation: May is Mental Health Month -
4. Approval Of: FY 2015/16 Mid-Year Budget Revisions. -  
Staff recommends approval of mid-year budget revisions with removal of IT position.
5. Adoption Of: Ordinance #2016-03, Community Risk Reduction Ordinance -  
Staff recommends adoption of Ordinance.
6. DDA By-Law Revision - DDA Director Trish Jared  
DDA By-Law Revision, "Section 8. Member Removal" Staff recommends approval of DDA By-Law Revision.
7. Mayor and Council Voting Delegate (Proxy) for GMA Annual Savannah Membership Business Meeting -

**IX. MAYOR AND COUNCIL ANNOUNCEMENT****X. ADJOURNED**

## GEORGIA IV, LLC

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7220 Financial Way, Suite 400 • Jacksonville, Florida 32256  
(904) 296-8006 • Fax (904) 296-8164

April 26, 2016

Mr. Lee Spell  
City Manager  
City of Kingsland  
PO Box 250  
Kingsland, GA 31548

*RE: Special Purpose Application of Raed A. Abuirmaileh*

Dear Mr. Spell:

This letter is in response to the Special Purpose Permit application of Raed A. Abuirmaileh. I am a principal and officer of Georgia IV, LLC and Georgia III, LLC, both of which own industrially zoned and fully permitted commercial and industrial land, commonly known as the *Kingsland Business Park*, adjacent to the subject property. Our significant investments of time and resources into this project are just now beginning to show meaningful promise for economic development projects. The very last thing that we need at the entryway to *Kingsland Business Park* is an unsightly junkyard.

We have worked closely with The City of Kingsland, the Camden County Joint Development Authority and other regional and State agencies to develop a project which will create jobs, capital investment and growth for the benefit of Camden County. In January of this year The Georgia Allies recognized the *Kingsland Business Park* as a "Georgia Ready for Accelerated Development" site, the highest designation of preparedness in the State of Georgia of properties available for new economic development projects.

We are strongly opposed to this application for a special use permit for what will be a problematic junkyard at this location. Camden County already has a number of junkyards, as well as many new and used auto and truck parts stores and yards scattered throughout the County. The building does not appear to have sufficient ventilation to address air quality, which will undoubtedly occur with welding equipment and the like.

The information provided on the application evidences that it will be in violation of the City of Kingsland Ordinances. It is closer than 50 feet to two property lines. Even if the operation on this very small site is completely fenced, it will be evident

that the business is a junkyard visible from offsite. Another City of Kingsland Ordinance would be violated in that the the driveway limitation of 20 feet is exceeded by over 150 feet.

This type of development is completely contrary to the admirable city, county and regional efforts to bring quality projects that are tax and employment generating, and are aesthetically attractive. This application should be denied.

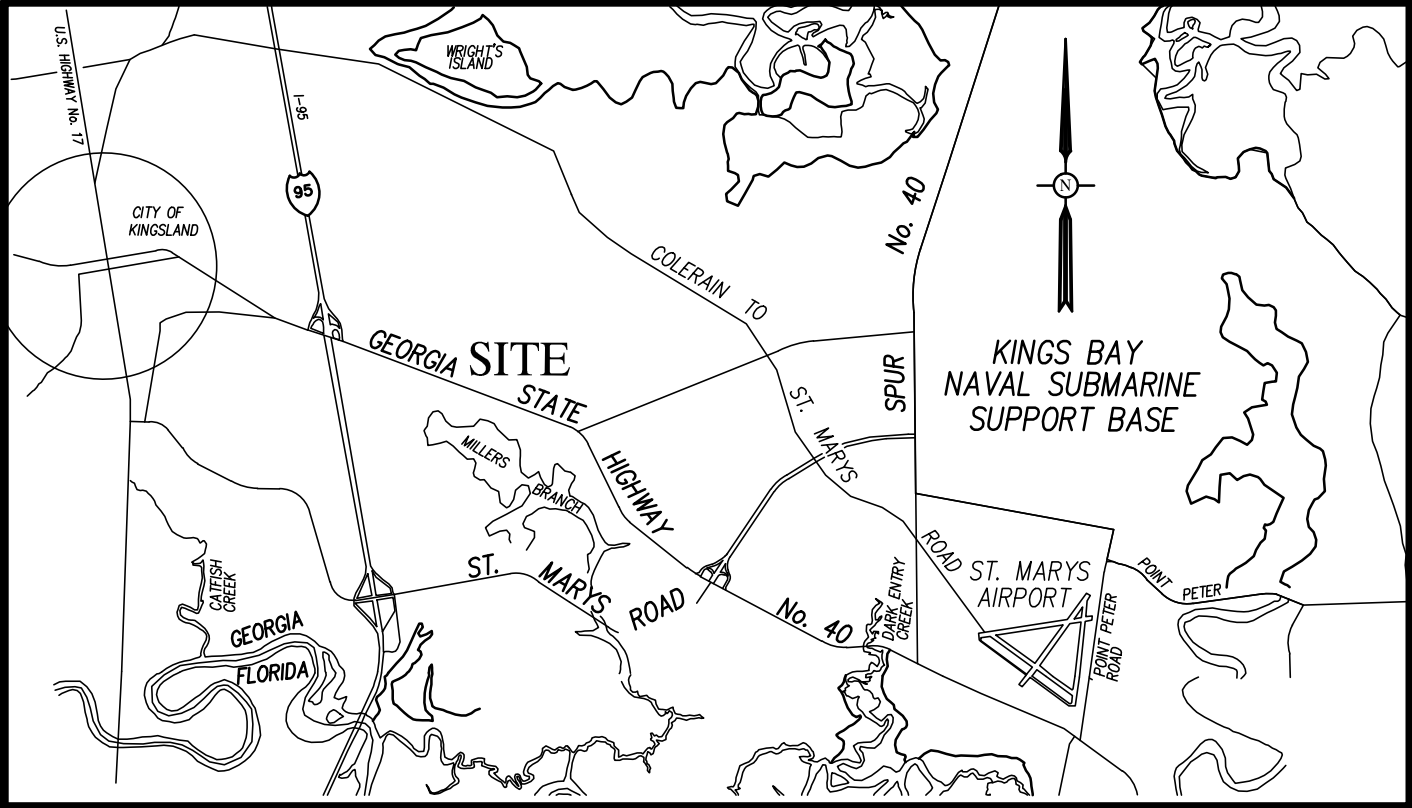
I appreciate your assistance.

Sincerely,



John J. Allen

Cc: Mr. Ken Kessler  
Community Planning & Development Director



VICINITY MAP (NOT TO SCALE)

OWNER'S CERTIFICATE:

STATE OF GEORGIA, COUNTY OF CAMDEN

THE OWNER OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME IS SUBSCRIBED HERETO, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, CERTIFIES THAT SAID OWNER HAS CAUSED THE SUBDIVISION OF THE LAND SHOWN HEREON.

BY: \_\_\_\_\_ DATE \_\_\_\_\_  
DAVID BOLAND (OWNER PAVCO INDUSTRIES, INC.)

MAP TO SHOW PRELIMINARY SUBDIVISION PLAT OF  
**ENROAD CENTER SUBDIVISION,**  
**CITY OF KINGSLAND, 1606th G.M. DISTRICT,**  
**CAMDEN COUNTY, GEORGIA**

(BEING A PORTION OF LANDS DESCRIBED IN DEED RECORDED IN D.B. 1172, PG. 776,  
PUBLIC RECORDS OF SAID COUNTY)

PROPERTY OWNED BY:

PAVCO INDUSTRIES, INC.  
P.O. BOX 612  
PASCAGOULA, MS 39568  
(228-249-5777)  
(D.B. 1172, PG. 776)

APPROVAL CERTIFICATE:

RELATIVE TO THE PREPARATION AND SUBMISSION OF THIS FINAL PLAT, ALL REQUIREMENTS OF THE KINGSLAND, GEORGIA SUBDIVISION REGULATIONS HAVE BEEN FULFILLED AND APPROVAL OF THIS PLAT IS HEREBY GRANTED.

BY: \_\_\_\_\_ DATE \_\_\_\_\_  
CHAIRMAN OF PLANNING COMMISSION

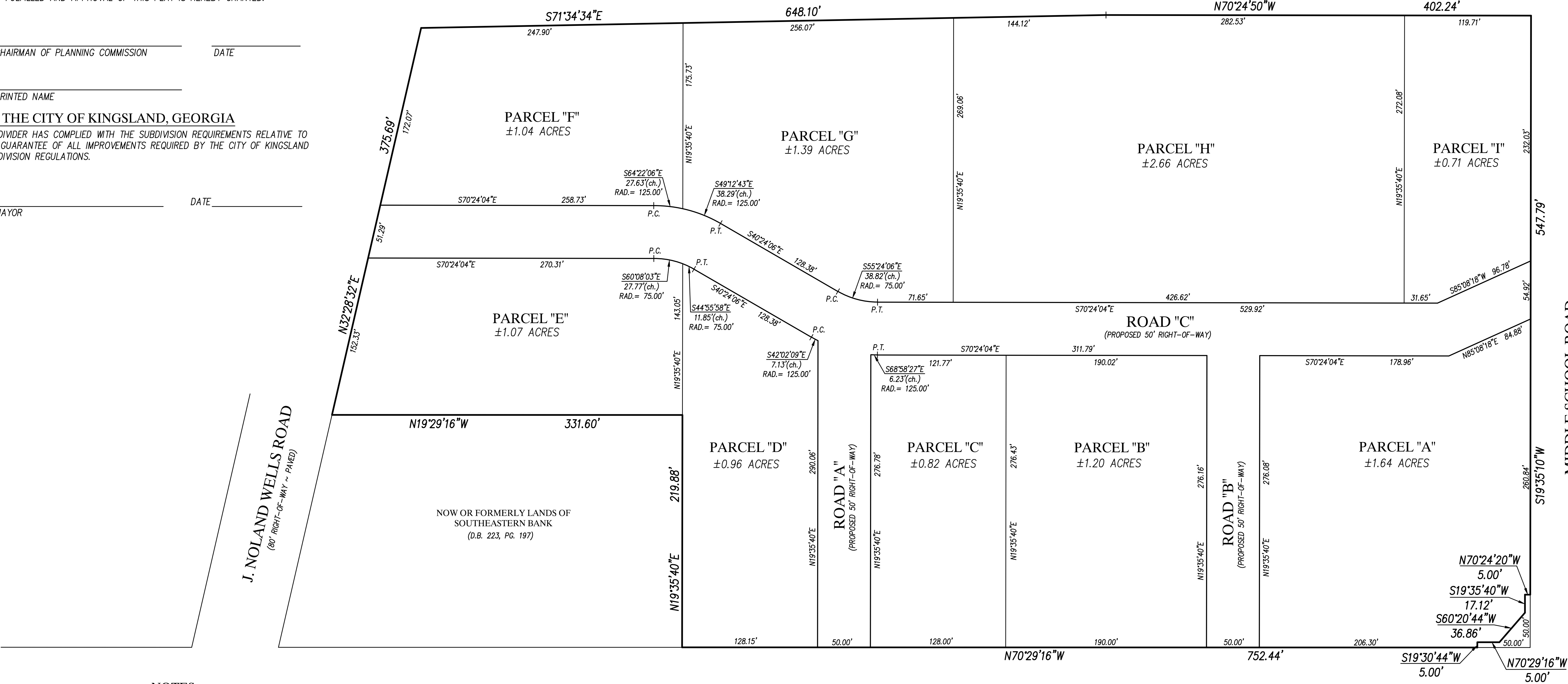
PRINTED NAME

BY THE CITY OF KINGSLAND, GEORGIA

SUBDIVIDER HAS COMPLIED WITH THE SUBDIVISION REQUIREMENTS RELATIVE TO THE GUARANTEE OF ALL IMPROVEMENTS REQUIRED BY THE CITY OF KINGSLAND SUBDIVISION REGULATIONS.

BY: \_\_\_\_\_ DATE \_\_\_\_\_  
MAYOR

80' RIGHT-OF-WAY  
(UN-IMPROVED)  
(BENJAMIN GARFUNKEL ROAD BY COUNTY ASSESSOR'S RECORDS)



NOTES:

- 1.) BEARINGS SHOWN HEREON REFER TO THE BEARING OF N70°29'16"W FOR THE NORTHERLY RIGHT-OF-WAY LINE OF GEORGIA STATE HIGHWAY No. 40, ACCORDING TO PLAT RECORDED IN P.D. 9, PG. 196, PUBLIC RECORDS OF SAID COUNTY.
- 2.) THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER SUBJECT PROPERTY, NOT SHOWN HEREON, WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF SAID COUNTY.
- 3.) NO ATTEMPT HAS BEEN MADE TO DETERMINE ANY WETLAND AREAS OR ENVIRONMENTAL ISSUES, IF ANY, WHICH MAY AFFECT THE SUBJECT PROPERTY.
- 4.) SUBJECT PROPERTY CONTAINS ±13.3 ACRES. (9 LOTS)
- 5.) THIS SURVEY HAS BEEN PERFORMED WITHOUT THE BENEFIT OF A FORMAL TITLE REVIEW.
- 6.) SUBJECT PROPERTY IS CURRENTLY ZONED C-2 (HIGHWAY COMMERCIAL DISTRICT). BUILDING RESTRICTION LINES ARE AS FOLLOWS: FRONT- 40 FEET FROM HIGHWAY 40, 25 FEET FROM RIGHT-OF-WAY; SIDES- 7 FEET, 25 FEET SIDE STREET; REAR 7 FEET.

RECORDING INFORMATION

STATE OF GEORGIA, COUNTY OF CAMDEN:  
OFFICE OF CLERK OF SUPERIOR COURT  
THE WITHIN PLAT RECORDED IN PLAT  
CABINET \_\_\_\_\_ MAP No. \_\_\_\_\_  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2016.  
BY: \_\_\_\_\_  
DEPUTY CLERK

FLOOD CERTIFICATE:

SUBJECT PROPERTY IS SHOWN TO BE IN FLOOD HAZARD ZONE "X" (UNSHADED) AS PER F.I.R. MAPS, FOR CAMDEN COUNTY, GEORGIA, DATED DECEMBER 16, 2008, MAP No. 13039C0395F, COMMUNITY No. 130238, PANEL No. 0395, SUFFIX F.

LEGEND:

- = SET 1/2" REBAR L.S.F. 1067
- = FOUND 1/2" REBAR OR IRON PIPE, IDENTIFICATION AS NOTED
- = FOUND CONCRETE MONUMENT (IDENTIFICATION AS NOTED)
- B.R.L. = BUILDING RESTRICTION LINE
- P.D. = PLAT DRAWER
- PG. = PAGE
- D.B. = DEED BOOK
- ⊕ = WOOD POWER POLE
- X— = FENCE (TYPE AS NOTED)

CLOSURE NOTE:

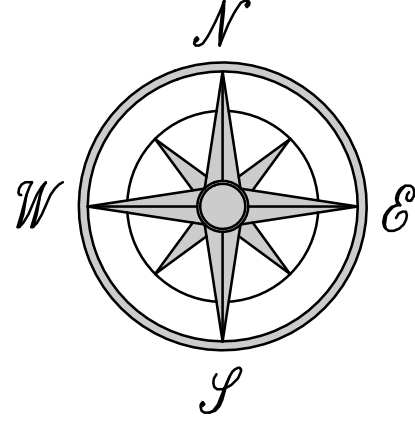
THE FIELD DATA UPON WHICH THIS MAP IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 42,485 FEET AND AN ANGULAR ERROR OF 02 SECONDS PER ANGLE AND WAS ADJUSTED USING THE COMPASS RULE.

THIS MAP HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 50,000+ FEET.

EQUIPMENT USED:

ANGULAR: SOKKIA CX  
LINEAR: SOKKIA CX

P.O. BOX 5730  
ST. MARYS, GEORGIA 31558  
(912) 729-1507 PHONE  
(912) 729-1509 FAX  
  
GEORGIA LICENSED  
SURVEY FIRM No. 1067  
  
DWG. No. SD-2-368-04-16



PREPARED BY:

**A K M**  
SURVEYING, INC.  
SURVEYORS & LAND PLANNERS

CERTIFICATION: THIS SURVEY WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.A. 15-6-67.

50' 25' 0' 50'  
SCALE: 1" = 50'

I HEREBY CERTIFY: THAT THE ABOVE LAND WAS SURVEYED UNDER MY DIRECT SUPERVISION AND THAT THE CORNERS & IMPROVEMENTS ARE LOCATED UPON SAME AS SHOWN.

PRELIMINARY 04/08/2016

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

JEFFREY S. FOSTER  
GA. REGISTERED SURVEYOR No. 3143

*Joint Proclamation  
of the Camden County Board of County Commissioners  
City of St. Marys City of Kingsland & City of Woodbine*

**Joint Proclamation recognizing Armed Forces Day, on Super  
Saturday May 21<sup>st</sup>**

**WHEREAS**, the Camden County Board of County Commissioners, City of St. Marys, City of Kingsland and the City of Woodbine recognize the importance of our Armed Forces

**WHEREAS**, we are dedicated to supporting our Armed Forces

**WHEREAS**, the Armed Forces protect and serve our great communities

**WHEREAS**, events such as Armed Forces Day recognize the great sacrifice our Armed Forces makes for our communities

**WHEREAS**, the Armed forces serve such an integral part of our cities and our county

**WHEREAS**, by working together and sponsoring events such as the Super Saturday- Armed Forces Day, we are able to show our gratitude and appreciation to our armed forces

**WHEREAS**, we urge all citizens to come out and celebrate our Armed Forces day event on Super Saturday May 21<sup>st</sup>

**NOW, THEREFORE, BE IT RESOLVED** that the Camden County Board of County Commissioners, City of St. Marys, City of Kingsland, and City of Woodbine declare by Joint Proclamation recognizing a joint effort in supporting the Super Saturday- Armed Forces Day event

**RESOLVED** this 2nd day of May, 2016.

**Camden County Board of County Commissioners**

**City of St. Marys**

\_\_\_\_\_  
Jimmy Starline, Chairman

\_\_\_\_\_  
John Morrissey, Mayor

\_\_\_\_\_  
Kathryn A. Bishop, County Clerk

\_\_\_\_\_  
Deborah Walker-Reed , City Clerk

**City of Kingsland**

**City of Woodbine**

\_\_\_\_\_  
Kenneth E. Smith, Sr., Mayor

\_\_\_\_\_  
Steven Parrott, Mayor

\_\_\_\_\_  
Linda M. O'Shaughnessy, City Clerk

\_\_\_\_\_  
Lynn Courson, City Clerk





*Joint Proclamation*  
*Camden County Board of Commissioners,*  
*City of Kingsland, City of St. Marys, and City of Woodbine*

**NATIONAL KIDS TO PARKS DAY 2016**

**WHEREAS**, Saturday, May 21, 2016 is National Kids to Parks Day organized and launched by the National Park Trust; and

**WHEREAS**, National Kids to Parks Day inspires kids and families to get outdoors and visit America’s parks, public lands and water. This national day of outdoor play encourages family time while discovering and showing an appreciation for our wonderful land; and

**WHEREAS**, It is important to introduce a new generation to our nation’s parks because of the decline in park attendance over the last decades; and

**WHEREAS**, National Kids to Parks Day will broaden children’s appreciation for nature and outdoor activities while encouraging them to lead a more active lifestyle; and

**WHEREAS**, The goal of the National Park Trust is to combat both low park attendance and increasing obesity in children; and

**WHEREAS**, We support our Camden County Public Service Authority’s plan to host events throughout Camden County in the cities of Kingsland, St. Marys and Woodbine on Saturday, May 21, 2016. These events will assist families in their goal for a day of outdoor play and a kick-off to summer.

**BE IT RESOLVED**, that the Camden County Board of Commissioners, City of Kingsland, City of St. Marys, and the City of Woodbine hereby urge residents to schedule a day of outdoor fun with children in their lives by visiting a neighborhood, state or national park.

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Camden County Board of Commissioners, City of Kingsland, City of St. Marys, and the City of Woodbine proclaim May 21, 2016 as National Kids to Parks Day.

PROCLAIMED this 9<sup>th</sup> day of May, 2016

**BOARD OF COMMISSIONERS**

\_\_\_\_\_  
James H. Starline, Chairman

**CITY OF KINGSLAND**

\_\_\_\_\_  
Kenneth E. Smith Sr., Mayor

**CITY OF ST. MARYS**

\_\_\_\_\_  
John F. Morrissey, Mayor

**CITY OF WOODBINE**

\_\_\_\_\_  
Steven L. Parrott, Mayor

# City of Kingsland



## Proclamation

### MENTAL HEALTH Month 2016

**WHEREAS**, mental health is essential to everyone's overall health and well-being; and

**WHEREAS**, all Kingsland residents experience times of difficulty and stress in their lives; and

**WHEREAS**, prevention is an effective way to reduce the burden of mental illnesses; and

**WHEREAS**, there is a strong body of research that supports specific tools that all residents can use to better handle challenges, and protect their health and well-being; and

**WHEREAS**, mental illnesses are real and prevalent in our community; and

**WHEREAS**, with early and effective treatment, those individuals with mental illnesses can recover and lead full, productive lives; and

**WHEREAS**, each business, school, government agency, healthcare provider, organization and citizen, share the burden of mental illnesses and has a responsibility to promote mental wellness and support prevention efforts.

**WHEREAS**, these values form the foundation for Coastal Counseling Center, The City of Kingsland recognizes the potential for improving the mental health care and celebrate Mental Health Month with a renewed sense of optimism and hope;

**NOW THEREFORE**, I, Mayor Kenneth E. Smith, Sr., and City Council, do hereby proclaim May, 2016 as Mental Health Month in Kingsland, GA. As the Mayor, I also call upon the citizens, government agencies, public and private institutions, businesses and schools in Kingsland, GA to recommit our community to increasing awareness and understanding of mental health, the steps our residents can take to protect their mental health, and the need for appropriate and accessible services for all people with mental illnesses at all stages.

**RESOLVED**, by the Mayor and City Council of the City of Kingsland, Georgia on this 9<sup>th</sup> day of May in the year of our Lord 2016.

**CITY OF KINGSLAND, GEORGIA**

By: \_\_\_\_\_  
Kenneth E. Smith, Sr., Mayor

Attest: \_\_\_\_\_  
Linda O'Shaughnessy, City Clerk

**City of Kingsland  
Proposed Mid-Year Revisions  
FY 2015-16 Budget**

8.4.a

|              | Department                      | FY 15-16<br>Original Budget | FY 15-16<br>Mid-Year<br>Requestd<br>Revised Budget | Variance from<br>FY 15-16 Original<br>Budget to FY 15-16<br>Requested Revised |                          | Reason for Change From Original Budget to Recommended Revised Budget                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------|---------------------------------|-----------------------------|----------------------------------------------------|-------------------------------------------------------------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|              |                                 |                             |                                                    | %<br>Change                                                                   | \$ Increase/<br>Decrease |                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| General Fund | General Fund Revenues           | \$9,661,680                 | \$9,722,423                                        | 0.63%                                                                         | \$60,743                 | Contingency change of \$431,152 to \$357,755. Increases in building permits, interest revenues, and hotel/ motel tax revenues.                                                                                                                                                                                                                                                                                                                          |
|              | Administration                  | \$1,004,763                 | \$1,006,286                                        | 0.15%                                                                         | \$1,523                  | Adjustments for workers comp and stipend.                                                                                                                                                                                                                                                                                                                                                                                                               |
|              | Information Technology          | \$190,300                   | \$202,423                                          | 6.37%                                                                         | \$12,123                 | Request to add 1 full time Computer Support Specialist, grade H-24, annual salary plus benefits \$35,000; reoccurring cost annually. Remaining current budget year cost \$12,123.                                                                                                                                                                                                                                                                       |
|              | Finance                         | \$296,712                   | \$296,712                                          | 0.00%                                                                         | \$0                      | No overall change.                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|              | Municipal Court                 | \$468,453                   | \$468,453                                          | 0.00%                                                                         | \$0                      | No overall change.                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|              | Police                          | \$2,825,558                 | \$2,707,742                                        | -4.17%                                                                        | -\$117,816               | The police department was able to do a one-time temporary reduction on their bottom line \$118k mainly due to staff vacancies in the beginning of the year, this will go back into their budget next year.                                                                                                                                                                                                                                              |
|              | Fire                            | \$1,999,427                 | \$2,238,037                                        | 11.93%                                                                        | \$238,610                | With the fire department having the highest interest rate loan outstanding on fire station #5 and related equipment, staff is recommending utilizing the public safety funds from the police department along with the USDA restricted cash that is already set aside to pay off the fire station. By paying off the fire station we will save \$36,376 in future interest costs. Reallocated remaining capital outlays funds to salaries and overtime. |
|              | Public Works                    | \$1,657,521                 | \$1,657,521                                        | 0.00%                                                                         | \$0                      | No overall change.                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|              | Planning & Zoning               | \$434,767                   | \$434,467                                          | -0.07%                                                                        | -\$300                   | No significant changes, reduced supplies.                                                                                                                                                                                                                                                                                                                                                                                                               |
|              | Economic Development            | \$67,400                    | \$67,400                                           | 0.00%                                                                         | \$0                      | No overall change.                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|              | Fleet Services                  | \$285,627                   | \$285,627                                          | 0.00%                                                                         | \$0                      | No overall change.                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|              | General Fund Total Expenditures | \$9,230,528                 | \$9,364,668                                        | 1.45%                                                                         | \$134,140                |                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

Attachment: Council Summary FY15-16 Mid-Year Budget Revisions (1614 : Approval Of: FY 2015/16 Mid-

**City of Kingsland  
Proposed Mid-Year Revisions  
FY 2015-16 Budget**

8.4.a

|                         | Department                      | FY 15-16<br>Original Budget | FY 15-16<br>Mid-Year<br>Requestd<br>Revised Budget | Variance from<br>FY 15-16 Original<br>Budget to FY 15-16<br>Requested Revised |                          | Reason for Change From Original Budget to Recommended Revised Budget                                                                                                                                                 |
|-------------------------|---------------------------------|-----------------------------|----------------------------------------------------|-------------------------------------------------------------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                         |                                 |                             |                                                    | %<br>Change                                                                   | \$ Increase/<br>Decrease |                                                                                                                                                                                                                      |
| <b>Solid<br/>Waste</b>  | Solid Waste Revenues            | \$1,257,060                 | \$1,247,020                                        | -0.80%                                                                        | -\$10,040                | Contingency change of \$108,615 to \$94,975. Decrease in penalties.                                                                                                                                                  |
|                         | Expenses                        | \$1,148,445                 | \$1,152,045                                        | 0.31%                                                                         | \$3,600                  | Increase in overtime and workers comp.                                                                                                                                                                               |
| <b>Water/Sewer Fund</b> | Revenues for Water/Sewer Fund   | \$7,542,450                 | \$7,572,450                                        | 0.40%                                                                         | \$30,000                 | Contingency change of \$883,837 to \$835,719. Increase in capital recovery fees offset by decreases in penalties.                                                                                                    |
|                         | Administration                  | \$519,903                   | \$522,653                                          | 0.53%                                                                         | \$2,750                  | Slight increase in computer maintenance and postage.                                                                                                                                                                 |
|                         | Information Technology          | \$20,400                    | \$21,747                                           | 6.60%                                                                         | \$1,347                  | Request to add 1 full time Computer Support Specialist, grade H-24, annual salary plus benefits \$35,000; reoccurring cost annually. Remaining current budget year cost \$1,347 fo water fund allocation of IT dept. |
|                         | Finance                         | \$157,794                   | \$157,794                                          | 0.00%                                                                         | \$0                      | No overall change.                                                                                                                                                                                                   |
|                         | Fleet Services                  | \$93,367                    | \$93,367                                           | 0.00%                                                                         | \$0                      | No overall change.                                                                                                                                                                                                   |
|                         | Operations                      | \$5,867,149                 | \$5,941,170                                        | 1.26%                                                                         | \$74,021                 | Increase in overtime,repairs/maintenance, supplies for emergency manhole repairs. Reallocated excess budqet in vehicle capital outlay to computers.                                                                  |
|                         | Water/Sewer Fund Total Expenses | \$6,658,613                 | \$6,736,731                                        | 1.17%                                                                         | \$78,118                 |                                                                                                                                                                                                                      |

Attachment: Council Summary FY15-16 Mid-Year Budget Revisions (1614 : Approval Of: FY 2015/16 Mid-

**City of Kingsland  
Proposed Mid-Year Revisions  
FY 2015-16 Budget**

**8.4.a**

| Department                          | FY 15-16<br>Original Budget | FY 15-16<br>Mid-Year<br>Requestd<br>Revised Budget | Variance from<br>FY 15-16 Original<br>Budget to FY 15-16<br>Requested Revised |                          | Reason for Change From Original Budget to Recommended Revised Budget                                                                                                                                                                                                                                                 |
|-------------------------------------|-----------------------------|----------------------------------------------------|-------------------------------------------------------------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                     |                             |                                                    | %<br>Change                                                                   | \$ Increase/<br>Decrease |                                                                                                                                                                                                                                                                                                                      |
| Confiscated Assets Fund             | \$55,075                    | \$55,075                                           | 0.00%                                                                         | \$0                      | Federal, State, & CISCO confiscated funds. No change.                                                                                                                                                                                                                                                                |
| EPA Grant Fund                      | \$938,950                   | \$938,950                                          | 0.00%                                                                         | \$0                      | EPA grant funding with local match for North Force Main project. No change.                                                                                                                                                                                                                                          |
| Multiple Grant Fund                 | \$240,500                   | \$263,414                                          | 8.70%                                                                         | \$22,914                 | Increase to account for Firehouse Subs grant for 3 thermal imaging cameras.                                                                                                                                                                                                                                          |
| CVB Fund (Tourism)                  | \$367,387                   | \$563,288                                          | 34.78%                                                                        | \$195,901                | Revenues are based at 44% of estimated Hotel/motel tax revenues & merchandise sales. Increase in revenues for cash carry forward and projected increase in H/M tax revenues. Increases in part-time position by 15 hours , vehicle purchase, advertising, carpet & tile cleaning, 3 computer desktops, and supplies. |
| Hotel/Motel Tax Fund                | \$750,000                   | \$827,243                                          | 9.34%                                                                         | \$77,243                 | Based on hotel/motel tax revenues anticipated. Projected 10% increase based on current trend.                                                                                                                                                                                                                        |
| Downtown Development Authority Fund | \$13,315                    | \$13,315                                           | 0.00%                                                                         | \$0                      | Funded by DDA fundraising events. All expenses paid directly from the DDA checking account. No change.                                                                                                                                                                                                               |
| Kingsland Development Authority     | \$122,300                   | \$122,300                                          | 0.00%                                                                         | \$0                      | Special Revenue Fund used to account for the blended component unit whose purpose is to finance construction of City's public buildings. No change.                                                                                                                                                                  |
| SPLOST Fund #7                      | \$4,360,450                 | \$4,360,450                                        | 0.00%                                                                         | \$0                      | Based on funds available for projects outlined in the SPLOST VII agreement. No change.                                                                                                                                                                                                                               |
| General Debt Service                | \$330,751                   | \$569,361                                          | 41.91%                                                                        | \$238,610                | Based on current lease payments for governmental funds. Increase in principal payment to pay off fire station.                                                                                                                                                                                                       |
| Debt Service Revenue Bond           | \$127,500                   | \$140,631                                          | 9.34%                                                                         | \$13,131                 | 17% of the hotel/motel tax is accounted here for the bond payment of the welcome center. Projected 10% increase based on current trend.                                                                                                                                                                              |

Attachment: Council Summary FY15-16 Mid-Year Budget Revisions (1614 : Approval Of: FY 2015/16 Mid-

## Contents

|                                                                                                                                                           |    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| ARTICLE I. IN GENERAL.....                                                                                                                                | 4  |
| Sec. 8-1    Adoption of Fire Safety Law.....                                                                                                              | 4  |
| ARTICLE II. FIRE CODE.....                                                                                                                                | 4  |
| Sec. 8-2    Construction of codes.....                                                                                                                    | 4  |
| Sec. 8-3    Enforcement of article.....                                                                                                                   | 4  |
| Sec. 8-4    Penalties for violation of article .....                                                                                                      | 4  |
| Sec. 8-5    Establishment and duties of the Community Risk Reduction Division .....                                                                       | 5  |
| Sec. 8-6    Limits on storage of explosives and blasting agents .....                                                                                     | 6  |
| Sec. 8-7    Limits on storage of flammable liquids in outside aboveground tanks .....                                                                     | 6  |
| Sec. 8-8    Limits on bulk storage of liquefied petroleum gases.....                                                                                      | 6  |
| Sec. 8-9    Reserved .....                                                                                                                                | 6  |
| Sec. 8-10   Administrative Variances.....                                                                                                                 | 6  |
| Sec. 8-11   Reserved .....                                                                                                                                | 6  |
| Sec. 8-12   Appeals.....                                                                                                                                  | 6  |
| Sec. 8-13   Standards for minimum size water mains and spacing of fire hydrants for new construction, additions, and renovations on private property..... | 7  |
| Sec. 8-14   Location of hydrants and hydrant specifications.....                                                                                          | 7  |
| Sec. 8-15   Obstruction of approach or visibility of fire hydrants and connections .....                                                                  | 7  |
| Sec. 8-16   Requirements pertaining to fire protection systems .....                                                                                      | 7  |
| Sec. 8-17   Requirements for tenant separations and attic separation within multi-tenanted commercial, industrial, and non-residential buildings.....     | 8  |
| Sec. 8-18   Requirements for tenant separations and attic separation within multifamily residential buildings.....                                        | 8  |
| Sec. 8-19   Accessibility for firefighting equipment and personnel .....                                                                                  | 9  |
| Sec. 8-20   Submission of plans and specifications required.....                                                                                          | 9  |
| Sec. 8-21   Required plans and drawings .....                                                                                                             | 10 |
| Sec. 8-22   Revision of plans.....                                                                                                                        | 10 |
| Sec. 8-23   Inspections required .....                                                                                                                    | 11 |
| Sec. 8-24   Collection of fees and issuance of permits and approvals.....                                                                                 | 11 |
| Sec. 8-25   Governmental organization facilities exemptions.....                                                                                          | 12 |
| Sec. 8-26   Temporary occupancy .....                                                                                                                     | 12 |
| Sec. 8-27   Persons allowed in the vicinity of a fire .....                                                                                               | 12 |

|                 |                                                                                                            |    |
|-----------------|------------------------------------------------------------------------------------------------------------|----|
| Sec. 8-28       | Following fire apparatus prohibited .....                                                                  | 13 |
| Sec. 8-29       | Crossing fire hose prohibited .....                                                                        | 13 |
| Sec. 8-30       | Rules and regulations for outdoor and open burning .....                                                   | 13 |
| Sec. 8-31       | Reserved .....                                                                                             | 16 |
| Sec. 8-32       | Burning of certain materials prohibited.....                                                               | 16 |
| Sec. 8-33       | Obstructing a fire station .....                                                                           | 16 |
| Sec. 8-34       | False alarms .....                                                                                         | 17 |
| Sec. 8-35       | Response to malfunctioning alarms.....                                                                     | 17 |
| Sec. 8-36       | Fire extinguishing equipment installation in restaurants or other facilities having cooking equipment..... | 17 |
| Sec. 8-37       | Family Day-care homes.....                                                                                 | 17 |
| Sec. 8-38       | Designated fire lanes .....                                                                                | 18 |
| Sec. 8-39       | Unlawful ignition of combustible materials .....                                                           | 18 |
| Sec. 8-40       | Reporting of fires.....                                                                                    | 18 |
| Sec. 8-41       | Fire Watch .....                                                                                           | 19 |
| Sec. 8-42       | Crowd Managers .....                                                                                       | 19 |
| Sec 8-43 – 8-50 | Reserved .....                                                                                             | 19 |

City Of Kingsland  
Kingsland, Georgia

**ORDINANCE ENTITLED: Community Risk Reduction Ordinance**

WHEREAS, Title 25, Chapter 2 of the Official Code of Georgia requires the City of Kingsland to adopt the state minimum fire safety standards and to provide for their enforcement for the safety of the people of City of Kingsland; and

WHEREAS, Title 25, Chapter 2 of the Official Code of Georgia requires the City of Kingsland, with respect to certain buildings and structures, to conduct fire safety inspections of existing buildings and structures; review plans and specifications for proposed buildings and structures, issue building permits when plans are approved; conduct fire safety inspections of such buildings and structures; and issue permanent and temporary certificates of occupancy; and

WHEREAS, the City of Kingsland enacted the Fire Prevention and Protection Ordinance adopting and implementing the NFPA 101 Life Safety Code in 2015; and

WHEREAS, since the adoption of the Fire Prevention and Protection Ordinance, the state minimum fire safety standards 120-3-3 have been amended and the City's permitting, inspection, and enforcement processes have been restructured; and

WHEREAS, additions and revisions to the Fire Prevention and Protection ordinance have been identified that would enhance fire prevention, protection, and code enforcement, and therefore safety from fire and related emergencies in City of Kingsland; and

WHEREAS, the City Council finds that the adoption of the new Fire Prevention and Protection Ordinance attached hereto as Exhibit "A" is in the best interests of the health, safety, and welfare of the City of Kingsland.

as NOW, THEREFORE, BE IT ORDAINED that the City of Kingsland Council hereby repeals Chapter 8 of the Code of Ordinances of City of Kingsland, entitled "Fire Prevention and Protection," in its entirety replaces it with a new Chapter 8 entitled "Community Risk Reduction" which is attached hereto CHAPTER 8 COMMUNITY RISK REDUCTION

## CHAPTER 8 COMMUNITY RISK REDUCTION

### ARTICLE I. IN GENERAL

#### Sec. 8-1      Adoption of Fire Safety Law

It is hereby adopted by the City of Kingsland, Georgia for the purpose of prescribing regulations governing conditions hazardous to life and property from fire, explosion, smoke or related emergencies, those certain codes and standards adopted and amended by the Rules and Regulations of the Safety Fire Commissioner, Rules and Regulations for the State Minimum Fire Safety Standards of the State of Georgia 120-3-3, under authority of OCGA 25-2-4, 25-2-12, and 50-13-21. There shall be not less than one copy of such codes and standards filed in the Office of the Fire Marshal, and those codes and standards are hereby adopted and incorporated as fully as if set out completely in this article.

### ARTICLE II. FIRE CODE

#### Sec. 8-2      Construction Codes

All codes, ordinances, standards, and pamphlets adopted in this article and by the Rules and Regulations of the Fire Safety Commissioner, Rules and Regulations for the State Minimum Fire Safety Standards, shall be construed as the standard for fire code compliance among buildings within the city and shall prevail in matters of life safety over all other local codes, ordinances, or standards which apply to the same building components or systems covered by this article, and shall be known as the Fire Code. Final approving authority for fire code compliance covered in this section shall be the Community Risk Reduction Division of Kingsland Fire Rescue, also known as the Fire Prevention Section and the City Fire Marshal's Office.

#### Sec. 8-3      Enforcement of Article

The provisions of this article shall be enforced by the Chief of the Department, Fire Marshal or designee of Kingsland Fire Rescue.

#### Sec. 8-4      Penalties for Violation of the Article

Any person who shall violate any of the provisions of this article or the codes or standards adopted by reference in this article or fail to comply therewith or who shall violate or fail to comply with any order made pursuant to this article, or who shall build in violation of any detailed statement of specifications or plans submitted and approved thereunder and from which no appeal has been taken, or who shall fail to comply with such an order as affirmed or modified by the City Council within the time set forth in this article, shall constitute a violation of a city ordinance. Any person violating this article or any of the codes, standards, and/or laws incorporated in this article shall be deemed guilty of violating a city ordinance and shall be fined according to the following schedule:

80 to 100 percent completion, annual and first follow-up – No fine

Second follow-up – the fine shall be \$100.00

Third follow-up and each subsequent follow-up – the fine shall be \$150.00

- a. The application of the penalty in subsection (a) of this section shall not be held to prevent the enforced removal of the prohibited conditions.
- b. Upon written notice from the Fire Marshal or his designee, work on any project that is being performed contrary to the provisions of this article and the codes or standards adopted in this article, or otherwise being done in a dangerous or unsafe manner, shall cease immediately. Such notice shall be given to the owner of the property, his agent, or the person doing the work and shall state the conditions under which the work may be resumed.
- c. Permits or approvals may be revoked by Fire Plan Review, or by the Fire Marshal, or his designee, when there has been any false statement or misrepresentation as to any materials or facts contained in plans or other information on which the permit or approval has been based.
- d. Whenever any of the officers or inspectors of the Fire Department find conditions which are unsafe and/or in violation of the provisions or intent of the codes, standards, or ordinances enforced by the Fire Marshal's Office, written notice, may be given to the owner, the owner's agent or the occupant or occupant's representative requiring that any activities impacted by the conditions shall cease until the condition is corrected.

#### Sec. 8-5 Establishment and Duties of the Community Risk Reduction Division

1. The fire code shall be enforced through the Fire Protection and Risk Reduction Division, by the Chief of the Department or his designee, and Fire Marshal.
2. The Fire Marshal in charge of the Fire Protection and Risk Reduction Division shall be appointed by the Chief of the Department.
3. The Chief of the Department may detail such members of the fire services as inspectors and investigators as shall from time to time be necessary. The Chief of the Department may appoint technical inspectors, who may be selected in accordance with their certifications and experience.
4. The Chief of the Department may detail such member of the fire services as Deputy Fire Marshal. The Deputy Fire Marshal works under the Fire Marshal and coordinates all the Fire prevention and public educational programs.

## Sec. 8-6 Limits on Storage of Explosives and Blasting Agents

Locations for the storage of explosives and blasting agents shall comply with the rules promulgated by the Fire Safety Commissioner of the State, as they may be amended, entitled Rules and Regulations of the Safety Fire Commissioner, Chapter 120-3-10, "Rules and Regulations for Explosives and Blasting Agents."

## Sec. 8-7 Limits on Storage of Flammable Liquids in Outside Aboveground Tanks

Permanent installations for the storage of flammable liquids in aboveground tanks shall comply with the city zoning ordinance, as amended, as well as rules promulgated by the Safety Fire Commissioner of the State, as they may be amended, entitled Rules of the Safety Fire Commissioner, Chapter 120-3-11, "Rules and Regulations for Flammable and Combustible Liquids."

## Sec. 8-8 Limits on Bulk Storage of Liquefied Petroleum Gases

Bulk storage of liquefied petroleum gas shall comply with the city zoning ordinance, as amended, as well as rules promulgated by the Safety Fire Commissioner of the State, as they may be amended, entitled Rules of the Safety Fire Commissioner, Chapter 120-3-16, "Rules and Regulations for Liquefied Petroleum Gasses."

## Sec. 8-9 (Reserved)

## Sec. 8-10 Administrative Variances

A committee comprised of the Fire Marshal, Deputy Fire Marshal, Building Officials and Public Works Director shall have the power to implement systems, methods, or devices of equivalent or superior quality, strength, fire resistance, effectiveness, durability, and safety as alternatives to those prescribed by the codes, provided technical documentation is submitted to the committee to demonstrate equivalency, and the system, method, or device is approved for the intended purpose. Variances granted shall be as nearly equivalent as practical to the codes and standards required in this chapter. The decision of the committee may be appealed to the Fire Chief, City Manager and Planning Director jointly. Appealed decision reversal must be unanimous.

## Sec. 8-11 (Reserved)

## Sec. 8-12 Appeals

Any appeal or request for a variance from the provisions of the codes set out in this article shall be submitted in writing to the Fire Marshal's Office with the explanation and reason why the variance should be granted. In response thereto, the Fire Marshal's Office shall furnish a statement as to the purpose of the requirement along with a response which approves or denies the request. Should the affected party wish to appeal the decision of the Fire Marshal, said appeal shall be submitted in writing on forms provided by Planning and Zoning or the Fire Department and shall be accompanied by a fee as established by this ordinance, and Fee Schedule as may be amended, to be submitted to the Chief of the Fire Department.

**Sec. 8-13 Standards for Minimum Size Water Mains and Spacing of Fire Hydrants for New Construction, Additions, and Renovations on Private Property**

Reference City Municipal Policies and Specifications Manual Established by Ordinance 2008-23 as may be subsequently amended.

**Sec. 8-14 Location of Hydrants and Hydrant Specifications**

Reference City Municipal Policies and Specifications Manual Established by Ordinance 2008-23 as may be subsequently amended.

**Sec. 8-15 Obstruction of Approach or Visibility of fire Hydrants and Connections**

It shall be unlawful for any person, vegetation, or object, to obstruct the approach or visibility of any fire hydrant or fire department connection closer than five feet in any direction, parallel with street access. A minimum three foot clear space shall be maintained around the circumference of fire hydrants and fire department connections.

**Sec. 8-16 Requirements Pertaining to Fire Protection Systems**

- a. Buildings shall be equipped with an approved standpipe system when required by the building or fire code. Required standpipes shall be installed in accordance with the building code, fire code, and NFPA 14, Installation of Standpipe and Hose Systems.
- b. Hotels, motels, dormitories, lodging or rooming houses, residential board and care facilities with four or more residents, multifamily residential occupancies, and health care facilities of combustible construction (Types III, IV, or V according to the International Building Code) shall have complete automatic fire sprinkler systems installed in accordance with appropriate NFPA standards.

**Exception:** Hotels, motels, dormitories, lodging or rooming houses, residential board and care facilities, multifamily residential occupancies, and health care facilities of combustible construction with plans submitted prior to adoption of this ordinance, must meet the sprinkler requirements adopted at the time plans were submitted. This exception does not apply when the structure is subsequently modified more than 50%.

- c. Hotels, motels, dormitories, lodging or rooming houses, residential board and care facilities with four or more residents, multifamily residential dwellings, educational occupancies, day- care occupancies, and health care facilities with three or more floor levels, regardless of type of construction shall have complete, automatic fire sprinkler systems installed in accordance with appropriate NFPA standards.

**Exception:** Hotels, motels, dormitories, lodging or rooming houses, residential board and care facilities, multifamily residential dwellings, educational occupancies, day-care occupancies, and health care facilities with three or more floor levels, with plans submitted prior to adoption of this ordinance, must meet the sprinkler requirements adopted at the time plans were submitted. This exception does not apply when the structure is subsequently modified more than 50%.

## Sec. 8-17 Requirements for Tenant Separations and Attic Separation within Multi-Tenanted Commercial, Industrial, and Non-Residential Buildings

Tenant separations shall have a minimum fire resistance rating of one hour. Fire Barriers shall be continuous from outside wall to outside wall and from one fire barrier to another or a combination thereof, including continuity through all concealed spaces. Rated assemblies shall extend from the floor of the lowest level to the underside of a fire resistance rated floor/ceiling or roof assembly. All rated assemblies shall have been tested and listed by an approved, accredited testing laboratory or meet the requirements for prescriptive or calculated fire resistance rated assemblies in accordance with the International Building Code. All openings and/or penetrations within rated assemblies shall be tightly sealed using an approved, listed, detail or method complying with ASTM-E814 or UL 1479.

**Exception:** Executive suites, flea markets, and similar sublets or subleases, complying with the requirements for non-separated use according to the International Building Code and meeting all of the following requirements:

- a. All tenants must be of the same general occupancy classification or meet the fire and building code requirements for the most restrictive and stringent occupancy classification represented.
- b. All tenants share amenities such as rest rooms, means of egress, break rooms, conference/class rooms, and office support.
- c. Buildings with tenant areas separated so as to allow the possibility of leasing to separate tenants with separate restrooms and means of egress shall not be granted the executive suite or sublet exception.
- d. Each tenant occupying spaces qualifying for the tenant separation exception may be required to have an individual Certificate of Occupancy at the discretion of the authority having jurisdiction.
- e. Attic draft-stopping shall be constructed of wood or metal studs with one layer of fire rated gypsum board on each side to divide combustible attic spaces into areas of 3,000 square feet or less. Access panels, 24 inches by 36 inches in size, shall be located leading into each area from the floor level immediately below the compartmentalized area.

## Sec. 8-18 Requirements for Tenant Separations and Attic Separation within Multifamily Residential Buildings

All tenant separations shall have a minimum fire resistance rating of one hour. All tenant separation walls shall extend from the floor of the lowest level to the underside of the roof deck, unless the top floor/ceiling assembly has a one-hour fire resistance rating in which event attic draft-stops shall be installed at 3,000 square foot intervals or at every other tenant line, whichever is less. Attic draft-stopping shall run with the roof trusses and be placed to create compartments covering no more than two units.

All rated assemblies, both walls and floor/ceiling assemblies, shall have been tested and listed by an approved, accredited testing laboratory or meet the requirements for prescriptive or calculated fire resistance rated assemblies in accordance with the International Building Code. All openings and/or penetrations within rated assemblies shall be tightly sealed using an approved, listed, detail

or method complying with ASTM-E814 or UL 1479.

Attic areas shall be draft stopped at 3,000 square foot intervals or every other tenant line, whichever results in a smaller area.

Access panels, 24 inches by 36 inches in size, shall be located leading into each area from the floor level immediately below the compartmentalized area.

#### Sec. 8-19 Accessibility for Firefighting Equipment and Personnel

- a. When access to or within a structure or project is unduly difficult because of secured openings, the owner and/or tenant shall be responsible for ensuring quick access into the area for fire services use.
- b. An all-weather fire apparatus access road, designed and maintained to support the imposed loads of fire apparatus, shall be provided to or around all buildings, to extend within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building.

**Exception:** The fire code official is authorized to increase the dimension of 150 feet where:

- i. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with the appropriate NFPA standards.
- ii. A fire apparatus access road cannot be installed because of location on property, topography, waterways, nonnegotiable grades, or similar conditions, and an approved, alternative means of fire protection is provided.
- iii. Fire department access shall be maintained throughout all stages of construction.
- iv. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and an un-obstructed vertical clearance of not less than 13 feet 6 inches.
- v. Dead-end roadways more than 150 feet in length shall be provided at the closed end with a cul-de-sac having a 50-foot radius at the outside curb line, or other approved means for turning around.

#### Sec. 8-20 Submission of Plans and Specifications Required

1. Owners, their agents, or designees of all buildings, tenant spaces, and commercial sites, covered by this article, are required to submit plans and specifications of the project to Fire Plan Review, prior to obtaining the required fire permits.
2. Permits must be obtained prior to construction, demolition, change of use or occupancy classification, tenant name change, or ownership change, in buildings, tenant spaces, or commercial sites and prior to addition, removal or changes of any fire protection system(s) therein.
3. A final inspection and Certificate of Occupancy, for each business establishment, must be obtained from the Fire Marshal's Office prior to occupying any building covered by this

article or conducting business.

4. Plans, specifications, and other required information must be submitted to Fire Plan Review prior to obtaining the required Temporary Use Permits for activities including but not limited to bon fires, commercial burning for land clearing, use of certain tents and canopies, and certain fireworks and pyrotechnic displays. A final inspection must be passed and permits activated prior to conducting permissible activities.

#### Sec. 8-21 Required Plans and Drawings

Construction documents shall be submitted in one or more sets with each permit application. Plans submitted shall be in accordance with state law, rules, and regulations. Construction documents shall be dimensioned, and drawn upon suitable material. Electronic media documents are permitted to be submitted when approved by the fire official. Construction documents shall be of sufficient clarity to indicate the location, nature, and extent of the work proposed and show in detail that the work conforms to the provisions of the fire code, and relevant laws, ordinances, rules and regulations, as determined by the fire official.

The seal of an appropriate registered design professional, architect, or engineer, in accordance with state laws, rules and regulations, with original signature currently licensed by the State of Georgia shall be affixed to the plans of the following projects:

- a. All places of assembly with a calculated occupant load of 100 or more persons using occupant load calculations as set forth in the NFPA Life Safety Code.
- b. All healthcare facilities as defined by NFPA 101, Life Safety Code.
- c. All penal and correctional institutions.
- d. All Day-Care Centers with 12 or more clients.
- e. All educational facilities.
- f. All Residential Board and Care facilities with an occupant load of seven or more persons and considered a "Large Facility" as set forth in the Fire Code.
- g. Any structure or tenant space with a "cumulative construction" area of 5,000 square feet or more or \$100,000.00 in cost or three stories in height.
- h. Where required by state law.

**Exception:** Unless required by state law, the fire official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional, if it is found that the nature of the work applied for is such that a review of construction documents is not necessary to obtain compliance with the fire code.

#### Sec. 8-22 Revision of Plans

1. All drawings, specifications and/or pertinent documents, required to bear the stamp, seal, and signature of a registered designer shall be revised by the designer of record and bear his/her stamp or seal and signature on all revisions and details. Required revisions to stamped plans are subject to the designer of record's approval, which shall be in the form of "hard-line" drawings. Fax transmittals, electronic submittals, or written correspondence may be deemed acceptable alternatives subject to the approval of the Fire Plan Review Supervisor, Fire Marshal, or Deputy Fire Marshal, and/or building official.

2. Certain minor corrections to plans, such as relocation of exit signs, sprinkler heads, smoke detectors or change of door swings, may be "redlined" as determined by each department. Redlined corrections shall be shown on all required sets of plans and/or specifications and shall bear the name and signature of the individual submitting the project for code compliance review.
3. Examples of items not allowed to be "redlined" are as follows:
  - a. Changes to the means of egress such as direction of travel, number of means of egress, egress widths, travel distance, and other egress components.
  - b. Changes to the number of exits.
  - c. Changes to features necessary for accessibility for the disabled.
  - d. Changes to fire alarm systems except as stated in the above subsection.
  - e. Changes to sprinkler systems to include site plans except as stated in the above subsection.

#### Sec. 8-23 Inspections Required

1. The Fire Marshal, Deputy Fire Marshal or his designee shall inspect or cause to be inspected, at various intervals all construction work pertaining to fire codes and a final inspection shall be made of every building, structure, site or facility prior to occupancy.
2. Owners, or their agents or designees, of all buildings, tenant spaces, and/or commercial sites covered by this article are required to submit plans and specifications of the project to Fire Plan Review prior to obtaining the necessary fire permits.
3. An 80 percent completion inspection, a 100 percent final inspection, and a Certificate of Occupancy shall be obtained from the Fire Marshal's Office prior to the occupancy of the facility. Fifty percent inspections may be required to inspect methods of sealing penetrations, fire department access, and other provisions affiliated with larger projects.
4. Upon a satisfactory final inspection of buildings, the necessary Certificate of Occupancy or Certificate of Completion shall be issued. Certificates of Occupancy shall be displayed prominently in a public or common area of the building.
5. Plans, specifications, and other required information must be submitted to Fire Plan Review prior to obtaining the required Temporary Use Permits for activities including but not limited to bon fires, commercial burning for land clearing, use of certain tents and canopies, and certain fireworks and pyrotechnic displays. A final inspection must be passed and permits activated prior to conducting permitted activities.

#### Sec. 8-24 Collection of Fees and Issuance of Permits and Approvals

All fees are payable to the City of Kingsland and collected at the city payment centers. All fees shall be collected for construction permits, certificates of occupancy, and other fire related permits, plan reviews, revisions, variances, certificates, and re-inspections.

## Sec. 8-25 Governmental Organization Facilities Exemptions

Fees in Section 8-24 may be waived for projects that serve a governmental purpose in accordance with the City's Permit Fee Waiver Policy.

## Sec. 8-26 Temporary Occupancy

- a. A Temporary Certificate of Occupancy may be issued for a portion or portions of a facility. The Fire Marshal's Office shall forward comments in writing to the building official of the City of Kingsland allowing or disallowing occupancy of a partially completed facility.
- b. All facilities described in this section shall be equipped with the following minimum features in order for a temporary certificate of occupancy to be issued:
  - i. All required portions of the means of egress shall be complete. (Does not include floor or wall-covering)
  - ii. All exit signage shall be in place and in proper working order.
  - iii. All illumination of means of egress and emergency lighting fixtures shall be in place and in proper working order.
  - iv. All required exit components shall be installed and equipped with approved hardware.
  - v. All automatic sprinkler systems (if so equipped) shall be installed, tested, and properly tagged by a certified licensed contractor of the State of Georgia.
  - vi. All fire barriers shall be installed and properly sealed.
  - vii. All required fire alarm and detection systems shall be installed, tested and properly tagged by a certified licensed contractor of the State of Georgia.
- c. Any facility where a temporary Certificate of Occupancy has been issued shall be in compliance with the above features. If necessary, certain portions of a facility may be issued a temporary Certificate of Occupancy as long as all the above criteria have been met. The Fire Marshal or his Deputy and the building official conducting the inspection shall agree upon, and document, the terms of the temporary Certificate of Occupancy and the document shall bear the names and signatures of both parties granting the approval.

## Sec. 8-27 Persons Allowed in the Vicinity of a Fire

No persons except firefighters, police officers, members of the governing body of the city, the owners of the subject property or their agents, and the agents of insuring companies shall be allowed within the immediate vicinity of any fire without their presence being requested by the Fire Chief or the Officer in Charge at the time. Any person refusing to obey the orders and directions of the Officer in Charge of a fire, medical, or related emergency, may be charged with violation of this section and, upon conviction thereof, be punished for said violation of the Official Code of Georgia 16-10-24.1.

## Sec. 8-28 Following Fire Apparatus Prohibited

The driver of any vehicle other than those on official emergency business related to the call shall not follow closer than 500 feet any fire apparatus traveling in response to a fire, medical call, alarm or any other emergency, or drive into or park such vehicle within the block where fire apparatus has stopped in response to an emergency or alarm. Any person refusing to obey the orders and directions of the Officer in Charge of a fire may be charged with a violation of this section and upon conviction thereof may be punished for violating the Official Code of Georgia 40-6-49.

## Sec. 8-29 Crossing Fire Hose Prohibited

No vehicle shall be driven over any unprotected hose of the Fire Department when laid down on any street, roadway, or private driveway without the consent of the fire department official in command. Any person refusing to obey the orders and directions of the officer in charge of a fire may be arrested for a violation of this section and upon conviction thereof, be punished for the violation of County Ordinance 40-6-248.

## Sec. 8-30 Rules and Regulations for Outdoor and Open Burning

1. In this section, "open burning" means the disposal of combustible wastes by burning outside the confines of a building, incinerator, or container designed, equipped and functioning so as to reduce the production and dissemination of smoke or fumes to a level below that which would impair the health or comfort of the inhabitants of the city, and so as to prevent the emission of sparks.
  - a. Combustible wastes shall include the combustible components of otherwise noncombustible items, such as automobile and truck bodies and shall include any ordinarily noncombustible material which is rendered combustible by the combining with it of highly combustible fuels.
  - b. Open burning, without a permit, is prohibited and no person shall kindle or maintain any fire or authorize any such fire to be kindled or maintained without a permit or other proper authorization except as follows:

**Note:** All required permits shall be obtained from the City Of Kingsland

2. **Recreation/cooking fire:** No permit or fee required for recreational purposes such as cooking food for immediate human consumption, e.g., camp fires, barbecues, grills etc.
3. **Firefighter Training Fires:** No permit or no fee required. Fires set for the purposes of training firefighting personnel should comply with the following:
  - a. Any asbestos containing materials should be removed in accordance with the environmental protection division's regulations governing asbestos. Call (404) 363-7032 for further information.
  - b. Structures should be emptied of any materials in storage that may contain heavy oils, natural or synthetic rubber, furniture, appliances or solid waste.
  - c. Weather conditions should be such that smoke and [ashes] will not linger in the

area or the same do not blow into residential, shopping, educational or hospital areas.

- d. Residuals from the suppression and containment efforts are not allowed to run off into bodies of water, i.e., streams, ponds, swimming pools, etc.
  - e. Training should be conducted no earlier than 09:00 a.m. and concluded by 4:00 p.m. (fall and winter), or 6:00 p.m. (spring and summer).
  - f. The person in charge of any such firefighting training exercise should make a thorough investigation of the proposed evolution and the prevailing circumstances before commencing any such burning and continuously evaluate the evolution as needed. The person in charge of such firefighting training should obtain a release and consent to conduct such training from owner(s) of the property.
4. **Open flame-making equipment:** For the operation of devices using open flames such as asphalt kettles, blow torches, welding torches, portable heaters and other flame-making equipment, no permit or no fee required.
5. **Bonfires:** Permit required, no fee required. No person shall kindle or maintain any bonfire or authorize any such fire to be kindled or maintained on any private or public land unless the location is not less than 50 feet from any structure and adequate provision is made to prevent fire from spreading within 50 feet of any structure, or the fire is contained in an approved waste burner located not less than 15 feet from any structure. Bonfires shall be constantly attended by a competent person until such fire is extinguished. Such person shall have a garden hose connected to a water supply or other approved fire extinguishing equipment
- Note:** No flammable or combustible liquids shall be used to start this type of fire. Only paper, cardboard or kindling shall be used to start bonfires.
6. **Land clearing:** Permit required, no fee required. The applicant shall complete the burning permit application issued by the city fire department. The applicant shall submit a plat or site plan showing the proposed location of the pit and information relating to the proximity of any occupied or unoccupied structure. Such permit shall be valid for the duration of the open burning but in any event shall not be valid beyond two months from the date of issue.

- a. **Air Curtain Destructor:** Pit fires are the only type of fires permitted for the purposes of land clearing. No aboveground fires are allowed in the city. All pit fires shall be operated in strict accordance with the "Air Curtain Destructor Operating Guide and Procedures" as published by the North Georgia Region Environmental Protection Division. Pit fires shall comply with the following requirements:

- i. The pit shall be at least 300 feet from any occupied or habitable structure or public road. Air curtain destructors used solely for utility line clearing or road clearing may be located at a lesser distance upon approval of the fire inspector.
- ii. Only wood wastes consisting of trees, logs, brush and stumps may be burned. Sawdust, other densely packed wood wastes, paper (any type), chemically treated, coated or impregnated wood, or non-wood construction

- materials cannot be burned.
- iii. No more than one "air curtain destructor" can be operated within a ten-acre area at one time, or there must be at least 1,000 feet between any two air curtain destructors. The air curtain destructor must be under the control of a trained operator at all times during operation.
  - iv. Air curtain destructors must be able to pass an even, non-turbulent flow of air across the top of the pit. Air curtain destructors with an air duct or manifold that has been altered by bends, dents, holes, etc., and are incapable of providing an even and non-turbulent flow of air across the top of the pit shall not be approved for use.
  - v. The air curtain destructor shall be operated in a manner to prevent air, land or water pollution, safety/health hazards or nuisances.
  - vi. Tires or other rubber products, plastics, heavy oils or asphaltic-based or impregnated materials shall not be used to start or maintain the operation of the air curtain destructor.
  - vii. No smoke emissions exceeding 40 percent opacity may be produced during operation except for a reasonable period during ignition and charging of the pit.
  - viii. When the pit is cleaned of ash, airborne particulate is to be minimized by wetting or mixing the ashes with dirt.
  - ix. Diesel fuel or kerosene may be used to start pit fires.
  - x. The city has established the following operating procedures for air curtain destructors, in addition to those stated herein, and upon issuance of a permit for operation of an air curtain destructor, a copy of such procedures will be provided to the permit holder. A copy of such procedures is attached to Ordinance No. 1994-8 as Exhibit "A."

**Note:** The amount of dirt on or in the material being burned in such pit shall be minimized.

## 7. **Burning restrictions:**

- a. The city may prohibit any and all outdoor fires when atmospheric conditions or local circumstances make such fires hazardous.
- b. Burning shall be permitted on any given day of the year provided a permit has been issued by the City of Kingsland and/or the Georgia Forestry Commission.
- c. No burning is permitted when prevailing winds are in the direction of populated areas.
- d. No burning is permitted when there is fog, rain, or cloud bases that are diffused or ill-defined or for at least one day following the passage of a cold front.
- e. No burning is permitted during an air pollution episode, such as an air pollution alert/warning/emergency declared by proper authorities.

**Note:** An air pollution episode occurs when the air contaminant concentration in an area is great enough to cause danger to public health.

- 8. **Enforcement:** The duly appointed fire inspectors of the city fire department are authorized to have all powers necessary to enforce this section, which includes the authority to issue or deny permits for open burning.

9. **Penalties:** Any person who shall violate any of the provisions of this section or fail to comply therewith shall for each and every such violation and noncompliance respectively, be guilty of a misdemeanor as defined by the state. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue.

- a. First offense – written warning with no fine
- b. Second offense – The fine shall be \$100.00
- c. Third time and each reoccurring offense – The fine shall be \$150.00

10. **Extinguishing of open burning:** The fire inspector and the personnel assigned to the city fire department shall have the authority to summarily extinguish any open burning which is in violation of any of the provisions of this section, and/or which constitutes an immediate threat to life and property.

**Appeals:** Any person aggrieved by an order, determination or permit revocation by the fire inspector may in writing appeal such order, determination or permit revocation within three business days to the City of Kingsland at P.O. Box 250, Kingsland, Georgia, 31548. In no event however, shall a pit fire or other open burning continue after the fire inspector has revoked such permit.

**Validity:** The mayor and city council of Kingsland hereby declares that should any section, subsection, sentence, clause or phrase of this section be for any reason held to be unconstitutional; such decision shall not affect the validity of the remaining portions of this section.

**Liability:** Any officer charged with the enforcement of this section, acting for the applicable governing authority in the discharge of his or her duties, shall not hereby render themselves liable for any damages that may occur to persons or property as a result of any act required or permitted in the discharge of his or her duties pursuant to this section.

Sec. 8-31      Reserved

Sec. 8-32      Burning of Certain Prohibited Materials

No material or substance which emits noxious or poisonous gases such as, but limited to, nitrogen dioxide, hydrogen cyanide or chlorine or other poisonous gases that will not readily dissipate in the atmosphere may be burned within the city limits.

Sec. 8-33      Obstructing a Fire Station

It shall be unlawful for any person to block any access route or put any obstruction of any nature in front of any fire station or location where fire service equipment is located that would or may impede the movement or response of said fire service equipment. This is a violation and upon conviction punishable under the Official Code of Georgia 40-6-203.

### Sec. 8-34 False Alarms

No person shall intentionally make, turn in, or report a false alarm of fire or false report for police or ambulance assistance, or aid or abet in the commission of such an act.

### Sec. 8-35 Response to Malfunctioning Alarms

When emergency responses to a malfunctioning fire, medical, or similar alarm system, exceed two in a 12 month period, a fee shall be assessed for each additional incident. A fee of \$50.00 will be assessed for the third incident in a 12 month period; and a fee of \$100.00 will be assessed for each of the fourth through the sixth false alarms within that period.

Fees shall be payable to City of Kingsland. Failure to pay false alarm fees shall constitute a violation of a city ordinance and be subject to penalties as set forth in this article.

When emergency responses to a malfunctioning fire, medical, or similar alarm system, exceed six in a 12 month period, a citation will be issued and a minimum fine of \$100.00, but not exceeding \$1,000.00, shall be assessed per response.

Exception: The provisions of this section will not apply to newly installed residential fire or medical alarms for a period of ninety (90) days following installation.

### Sec. 8-36 Fire Extinguishing Equipment Installation in Restaurants or other Facilities having Cooking Equipment

- a. Approved ventilation hoods and hood fire suppression equipment shall be installed in restaurants or other occupancies with food preparation facilities having cooking appliances capable of producing grease laden vapors, such as ranges, deep fat fryers, grills, broilers, or other similar appliances.
- b. The standards for approval of such facilities shall be based on the Fire Code including NFPA 96 Ventilation Control and Fire Suppression of Commercial Cooking Operations or an equivalent measure deemed acceptable to the Fire Marshal or Assistant Fire Marshal.

### Sec. 8-37 Family Day-Care Homes

Family day-care homes as defined by subsection (a) of this section shall meet all codes and standards applicable to day-care homes.

- a. Family day-care homes, for purposes of the fire code, shall be defined as a day-care home in which more than three, but fewer than seven, clients receive care, maintenance, and supervision by other than their relative(s) or legal guardian(s) for less than 24 hours per day, generally within a dwelling unit.
- b. Owners, their agents, or designees of all family day-care homes are required to submit plans and specifications and obtain the required fire permits prior to construction or renovation and, fire inspections, and a Certificate of Occupancy, prior to conducting business in accordance with this article.

## Sec. 8-38 Designated Fire Lanes

A. Streets or drives adjacent to the following locations shall have designated fire lanes.

1. Any building of 22,500 square feet or more with storage facilities, except for storage warehouse occupancies which are equal to or greater than 80 percent of the total building area and which comply with subsection (b) of this section.
2. Place of assembly with occupant load of 300 or more.
3. The area five feet on each side of fire hydrants, fire department connections, and associated appliances used for fire protection.
4. All points of exit from nursing homes, hospitals, multi-storied office buildings and places of assembly.

B. Buildings not required to have fire lanes, shall maintain fire service access according to applicable laws, ordinances, codes, and standards.

C. Where designated fire lanes are required, they shall meet the following criteria.

1. The curbing shall be painted traffic yellow. Where curbing is not present, there shall be designated a 20-foot-wide, cross hatched, traffic yellow way of access kept free of obstructions.
2. Signs meeting the specifications described in this article shall be spaced no less than 30 feet apart and legible from both directions of travel.
3. Specifications for fire lane signs shall be as indicated on the official "Specifications for Fire Lane Signs" document maintained at Fire Plan Review and in the Office of the Fire Marshal. No Parking- Fire Lane signs must meet the specifications of and be installed according to the Manual of Uniform Traffic and Control Devices (MUTCD).

D. Building driveways shall be kept clear of any obstruction which would hinder access by fire services equipment

## Sec. 8-39 Unlawful Ignition of Combustible Materials

Any persons smoking or attempting to light or smoke a cigarette, cigar, pipe or tobacco in any form for which lighters, matches, flammable liquids or chemicals are used, and who sets fire to any bedding, furniture, curtains, drapes, house or household furnishings, in any hotel, rooming house or multifamily house, as a result of such smoking or attempting to smoke, shall be in violation of this article.

## Sec. 8-40 Reporting of Fires

Any damage by fire having a total dollar value of \$200.00 or more shall be reported to the Fire Department within 24 hours.

## Sec. 8-41 Fire Watch

- a. The Fire Marshal, or his designee, shall have the authority to require standby fire personnel or an approved fire watch when potentially hazardous conditions or a reduction in a life safety feature exist due to the type of performance, display, exhibit, occupancy, contest or activity, an impairment to a fire protection feature, or the number of persons present
- b. The owner, agent, or lessee shall employ one or more qualified persons, as required and approved, to be on duty.
- c. The cost of standby fire personnel shall be at no cost to the Fire Department.
- d. Such standby fire personnel or fire watch personnel shall be subject to the orders of the Fire Marshal, or his designee, at all times and shall be identifiable and remain on duty during the times such places are open to the public, when such activity is being conducted, or while such impairment or condition remains, as required by the Office of the Fire Marshal.

## Sec. 8-42 Crowd Managers

1. **Crowd Managers:** Assembly occupancies having occupant loads of 100 or more shall be provided with a minimum of one trained crowd manager or crowd manager supervisor. Where the occupant load exceeds 250, additional trained crowd managers or crowd manager supervisors shall be provided at a ratio of 1:250, crowd manager/supervisor to occupants, respectively, unless otherwise permitted by the following:
  - a. This requirement shall not apply to assembly occupancies used exclusively for religious worship with an occupant load not exceeding 2000.
  - b. With the exception of assembly occupancies noted above where alcoholic beverages are consumed, the ratio of trained crowd managers to occupants shall be permitted to be reduced where, in the opinion of the authority having jurisdiction, the existence of an approved, supervised sprinkler system and the nature of the event warrant.
2. Training. The crowd manager shall receive training approved by the Fire Code Official in crowd management techniques.

## Sec 8-43 – 8-50 Reserved

BYLAWS  
DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF KINGSLAND

MISSION

The mission of the Kingsland Downtown Development Authority is to partner with the City of Kingsland and other public and private organizations to foster the historic preservation and economic revitalization of downtown Kingsland's Royal District.

ARTICLE I

**MEMBERS**

Section 1. Management Powers, Number, Qualification and Term

The property, affairs and business of the Downtown Development Authority of the City of Kingsland shall be managed by its directors consisting of seven persons, appointed from time to time as provided by law (O.C.G.A. § 36-42-1.) The qualifications of the directors shall be as provided by law. Each director shall serve for the length of time provided by law.

Section 2. Powers

The directors shall have such power and authority as is conferred upon them by the Downtown Development Authorities Law, as the same now exists or may hereafter be amended, and such other power and authority as may be contained under the Constitution and the laws of the State of Georgia as the same may now or hereafter exists.

Section 3. Regular Meetings

Regular meetings of the Authority shall be held on the first Monday of each month at 4:30 p.m. Notice of the time and place of such meeting may from time to time be fixed by resolution of the Authority. Notice of such meeting shall be made public and shall be notified at least ten (10) days, but not more than thirty (30) days, prior to the public meeting by placement of notice in the Tribune & Georgian or other local regularly published newspaper. All meetings shall be conducted in accordance with the Georgia Open and Public Meetings Act (O.C.G.A. Chapter 50-14).

Section 4. Special Meetings

Special meetings may be held upon the call of the Chair, Vice Chair, Treasurer, or any two directors at such time during regular business hours and at such place within the City of Kingsland, Georgia, as shall be specified in the notice of such meeting. Notice of special meetings may be either oral or in writing, and shall be given at least twenty-four (24) hours prior to the time of the meeting.

## Section 5. Quorum

A majority of the directors, at a meeting duly assembled, shall constitute a quorum for the transaction of business. Unless otherwise specifically required by statute or these by-laws, the act of a majority of such directors present at a meeting at which a quorum is present shall be the act of the Authority, and if at any meeting of the Authority there shall be less than a quorum, a majority of those present may adjourn the meeting without further notice, until a quorum shall have been obtained.

## Section 6. Parliamentary Procedures

In case of dispute concerning parliamentary procedures governing the conduct of meetings of the Authority, Roberts Rules of Order shall govern.

## Section 7. Nominations of Members

Prior to the expiration of the term of any director of the Authority, the Chairman and the Executive Director shall prepare recommendations for persons qualified to serve as directors to the Authority Board, which, upon Board approval, shall be submitted to the City of Kingsland Mayor and Council.

## Section 8. Member Removal

All members of the Board of Directors must be present and volunteer at events presented by the Program throughout the year. A member who is absent from three consecutive regular meetings without proper cause shall be subject to removal. A member who conducts themselves in such a fashion as to jeopardize the good public standing of the DDA is also subject to censure, as well as removal. Pursuant to written notice and an opportunity to be heard, a member may be removed from office for neglect of duty, including nonattendance at meetings, misconduct, or any other cause, by a majority vote.

# ARTICLE II

## **OFFICERS**

### Section 1. Number

The directors shall elect from their number a Chairman, Vice Chairman, and Treasurer. The directors, if desired, shall also elect a Secretary who may, but need not be, a director.

### Section 2. Election.

New officers shall be elected at the Regular Meeting held in April of each year, to serve until April 30<sup>th</sup> of the following year.

### Section 3. Term and Removal

All officers shall be elected by and serve at the discretion of the directors and any officer may be removed from office, with or without cause, at any time, by the affirmative vote of the majority of the directors of the Authority then in office. The officer has the right to answer any charges before the Authority. A vacancy in the term of any director because of death, resignation, removal, disqualification or otherwise, shall be filled by appointment of the City Council of the City of Kingsland for the unexpired portion of the term. Resignation shall be submitted in writing to the Chairman and City Council member appointee.

### Section 4. Powers

The powers and duties of the officers shall be as provided by law and as provided from time to time by resolution or other directive of the directors. In the absence of such provisions, the respective officers shall have the powers and shall discharge the duties customarily and usually held and performed by like officers of authorities similar in organization and purposes to this Authority. The Secretary, if not a director, shall attend meetings for the purpose of performing functions of the office but shall not have the powers, rights, or duties reserved by law to directors.

## ARTICLE III

### **EXECUTIVE DIRECTOR**

#### Section 1. Appointment, Term, and Removal

The City Manager of the City of Kingsland shall appoint an Executive Director for the Kingsland Downtown Development Authority. The Executive Director shall serve at the discretion of the directors and/or the City Manager and may be removed from office, with or without cause, at any time, by the affirmative vote of the majority of the Board of Directors and/or the City Manager. The City Manager will apprise the Chairman of the Board of Directors in a timely manner of any negative performance issues. If the Executive Director is pending removal by the City Manager, the City Manager will notify the Chairman of the Board of Directors, as well as the Council appointee to the KDDA Board prior to dismissal. The Executive Director has the right to answer any charges before the Board of Directors and/or the City Manager. A vacancy in the term of the Executive Director because of death, resignation, removal, disqualification or otherwise, shall be filled by appointment of the City Manager based upon applications and interviews with successful applicants. At least two members of the Board of Directors of the Authority must be involved in all interviews of qualified applicants and the City Manager shall give due deference to the input and recommendations of the Board members in the hiring decision. Resignation of the Executive Director of the Authority shall be submitted in writing to the Chairman of the Authority and the City Manager.

## Section 2. Power

The Executive Director of the KDDA, shall attend meetings for the purpose of performing the functions of the office but shall not have the powers, rights, or duties reserved by law to directors.

## ARTICLE IV

### **FISCAL YEAR**

#### Section 1. Time

The fiscal year of the Authority shall begin on the first day of October of each year and end on the last day of September of each year.

#### Section 2. Annual Meeting.

An annual meeting of the Authority shall be held during the regularly scheduled meeting in October of each year. In the event such day is a legal holiday, the annual meeting shall be held on the preceding business day.

#### Section 3. Annual Audit.

The Treasurer shall cause an annual audit of the books of the Authority to be made by the firm which audits the books of the City of Kingsland and present such audit to the directors of the Authority. A copy of the audit shall be filed with the State Auditor; if necessary to comply with the Local Government Financial Management Standards Act (Georgia Laws, 1980, p. 1738.) and the City of Kingsland Finance Department.

## ARTICLE V

### **DEPOSITORIES**

#### Section 1. Depositories

The Authority shall from time to time provide by resolution or resolutions for the establishment of depositories for funds of the Authority.

#### Section 2. Execution of Notes, Drafts, and Checks

All drafts, checks, etc. drawn against accounts of the Authority, in the amount of \$500 or less, shall be approved by the Executive Director. All drafts, checks, etc. drawn against accounts of the Authority, in the amount of \$501 or more, shall be signed by the Chairman or Vice Chairman, together with the Treasurer.

## ARTICLE VI

### **ASSETS**

The real and personal property of the Kingsland Downtown Development Authority, which is dissolved by operation of law or otherwise, shall become property of any development authority subsequently created by the City of Kingsland pursuant to Downtown Development Authority Law, or in the absence thereof, shall become the property of the City of Kingsland.

## ARTICLE VII

### **AMENDMENTS**

#### Section 1. Amendments

The bylaws of the Authority shall be subject to alteration, amendment or repeal and new by-laws not inconsistent with any laws of the State of Georgia creating this Authority may be made by the affirmative vote of a majority of the directors then holding office at any regular or special meeting of the directors. Proposed amendments shall be submitted in writing to all directors of the Authority ten (10) days prior to the meeting at which such amendment will be considered. If such written proposed amendment is submitted by mail, it shall be deemed to be delivered when deposited in the United States mail properly addressed and with sufficient postage thereon.

ARTICLE VIII

## ADOPTION OF BY-LAWS

These by-laws of the Kingsland Downtown Development Authority of the City of Kingsland were adopted by unanimous vote of the Board of Directors on June 9, 2009.

These by-laws of the Kingsland Downtown Development Authority of the City of Kingsland were adopted by vote of the Mayor and Council of the City of Kingsland.

Adopted and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

CITY OF KINGSLAND, GEORGIA

\_\_\_\_\_  
Kenneth E. Smith, Sr., Mayor

\_\_\_\_\_  
Alex Blount, Mayor Pro-Tem

\_\_\_\_\_  
Linda O'Shaughnessy, City Clerk

(SEAL)

\_\_\_\_\_  
Grayson Day, Councilman

\_\_\_\_\_  
Daniel Minckler, Councilman

\_\_\_\_\_  
Jim McClain, Councilman